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# SEVIS HELP HUB

## Terminate a Student

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# TERMINATE A STUDENT

Last updated: November 7, 2024

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- [Terminate a Student Record](#)
- [Manage Terminated Records](#)

SEVIS Help Hub Navigation

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### Student Records

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Classification of  
Instructional Programs  
(CIP)

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Dependents

---

Request/Authorization  
Details

---

Sample Form I-20

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A terminated record in the Student and Exchange Visitor Information System (SEVIS) could indicate that the nonimmigrant no longer maintains F or M status. Designated school officials (DSOs) mostly terminate F-1/M-1 students and/or F-2/M-2 dependents who do not maintain their status. However, termination is not always negative. DSOs can terminate records for several normal, administrative reasons.

Prior to terminating a record be sure:

- Termination is the proper action to take.
- To use the right termination reason.



It is possible to terminate F-2 or M-2 records independently of their primary F-1 or M-1 student.



For more information on SEVIS terminations, see SEVIS Help Hub articles:

- [Termination Reasons](#)

## Completions and Terminations

[Complete Program](#)[Terminate a Student](#)[Termination Reasons](#)[Corrections and Correction Requests](#)[F/M Status](#)[F/M Student Employment](#)[Manage Program Dates, Registration and Course Load](#)[Transfers](#)[Update Student Records](#)

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## Effects of Termination

When an F-1/M-1 SEVIS record is terminated, the following happens:



- Student loses all on-and/or off-campus employment authorization.
- Student cannot re-enter the United States on the terminated SEVIS record.
- Immigration and Customs Enforcement (ICE) agents may investigate to confirm the departure of the student.
- Any associated F-2 or M-2 dependent records are terminated.

## Grace Periods after a Termination

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| Termination Reason                             | Duration of Status   |
|--|--|
| <b>Termination for any violation of status</b> | <ul style="list-style-type: none"><li><b>No grace period.</b></li><li>If the student and dependents are still in the United States, the student must either apply for reinstatement, or the student and dependents must leave the United States immediately.</li></ul>   |
| <b>Authorized Early Withdrawal</b>             | <p>Student and any accompanying dependents must leave the United States within 15 days of termination date.</p> <p><b>Important Note:</b> This grace period only applies to F-1 students and their dependents. It does not apply to M-1/M-2 students and dependents.</p> |
| <b>Change of Status Approved</b>               | <ul style="list-style-type: none"><li>Student F 1/M 1 status ends, and student enters newly authorized immigration status.</li><li>Student must follow the authorized stay requirements of the new immigration status.</li></ul>   |
| <b>Change of Status Denied</b>                 | <ul style="list-style-type: none"><li>Nonimmigrant requests a change of status (COS) to F 1 or M 1 and is denied.</li></ul>  |

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status while the COE to F/M was pending, the student remains in previous nonimmigrant status and must follow the authorized stay requirements of that status.



#### *Preparation for Departure 8 CFR 214.2(f)(5)*

(iv)

### Termination versus Other End of Program Actions

The table below lists the program ending actions and when a DSO should use them:

| Action  | Use It When  |
|---|--|
| <a href="#"><u>Cancel SEVIS</u></a>             |  |
| <a href="#"><u>Record in Initial Status</u></a> | <ul style="list-style-type: none"><li>• The record is in Initial status.</li><li>• The student has not/will not use the Initial Attendance</li></ul> |

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**Note:** This cancels all associated dependent records.

**Complete Program**

- The record is Active.
- The student has both:
  - Graduated or completed his/her course of study
  - Left or plans to leave the United States in the immediate future.

**Shorten Program**

- The record is Active.
- The student will finish the program earlier than the current program end date in the record.

**Terminate Record**

- The record is in Initial or Active status.
- The student did not maintain F/M status per regulations.

Important Note: A DSO can manually terminate a canceled record, but the action will show as a correction in event history.

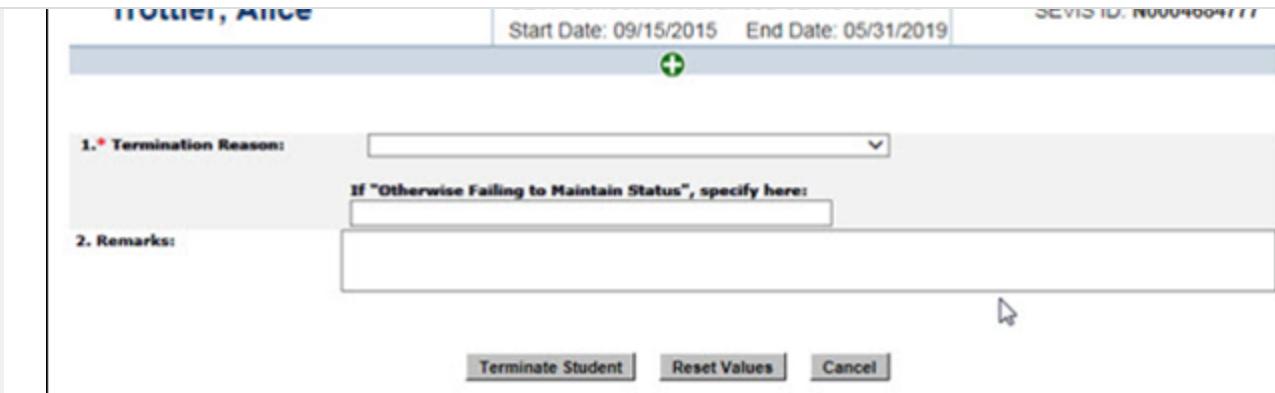
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1. Go to the [Student Information](#) page.

[<< Return to Active Status Students](#)

| <b>Student Information</b>   |   |  |  |  |  |   |   |   |  |   |  |                                       |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
|--|---|--|--|--|--|---|---|---|--|---|--|---------------------------------------|--|--|------------------------------|--|--|--|--|--|--|--------------|--|------------------------------------|--|----------------------------------|--|
| <a href="#">Reprint I-20</a><br><a href="#">Print Draft I-20</a><br><br><b>View:</b><br><a href="#">Event History</a><br><a href="#">Request/Authorization Details</a><br><a href="#">Employment Information</a><br><b>Actions:</b><br><a href="#">Authorize To Drop Below Full Course</a><br><a href="#">Change Education Level</a><br><a href="#">Corrections</a><br><a href="#">Complete Program</a><br><a href="#">Disciplinary Action</a><br><a href="#">Extend Program</a><br><a href="#">Shorten Program</a><br><b>Terminate Student</b><br><a href="#">Transfer Out</a><br><br><b>Employment/Training:</b><br><a href="#">CPT Employment Authorization</a><br><a href="#">Off-Campus Employment</a><br><a href="#">OPT Request</a> | <b>F-1 STUDENT</b><br><b>Trottier, Alice</b><br><br><b>SEVP School for Advanced SEVIS Studies - SEVP School for Advanced SEVIS Studies</b><br><b>Start Date: May 4, 2015 End Date: May 4, 2019</b><br><b>I-901 Fee Paid</b><br><b>Status: ACTIVE</b><br><b>Status Change Date: May 13, 2016</b><br><b>SEVIS ID: N0004684777</b><br><b>I-20 ISSUE REASON: CONTINUED ATTENDANCE</b> |  |  |  |  |   |   |   |  |   |  |                                       |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
| <b>Personal / Contact</b> <table border="1"> <tr> <td>Gender<br/><b>FEMALE</b></td> <td>U.S. Address<br/><b>1111 ARMY NAVY DR, ARLINGTON, VA 22202 - 2053</b></td> </tr> <tr> <td>Date of Birth<br/><b>January 1, 1991 Age 25</b></td> <td>Address Status</td> </tr> <tr> <td>Country of Birth<br/><b>FRANCE</b></td> <td>Foreign Address</td> </tr> <tr> <td>Country of Citizenship<br/><b>FRANCE</b></td> <td><b>1 Main Street</b></td> </tr> <tr> <td>Telephone<br/><b>Student does not have a telephone number.</b></td> <td><b>ANGOLA</b></td> </tr> <tr> <td>Email Address<br/><b>str@gmail.com</b></td> <td></td> </tr> </table>  |   | Gender<br><b>FEMALE</b>  | U.S. Address<br><b>1111 ARMY NAVY DR, ARLINGTON, VA 22202 - 2053</b> | Date of Birth<br><b>January 1, 1991 Age 25</b> | Address Status   | Country of Birth<br><b>FRANCE</b>   | Foreign Address                                 | Country of Citizenship<br><b>FRANCE</b> | <b>1 Main Street</b>                     | Telephone<br><b>Student does not have a telephone number.</b> | <b>ANGOLA</b>                          | Email Address<br><b>str@gmail.com</b> |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
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| Email Address<br><b>str@gmail.com</b>  |   |  |  |  |  |   |   |   |  |   |  |                                       |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
| <b>Overall Remarks</b>   |   |  |  |  |  |   |   |   |  |   |  |                                       |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
| <b>Program</b> <table border="1"> <tr> <td>Education Level<br/><b>MASTER'S</b></td> <td><a href="#">Edit</a></td> </tr> <tr> <td>Major 1 and Name<br/><b>50.0701 - Art/Art Studies, General</b></td> <td></td> </tr> <tr> <td>Major 2 and Name<br/><b>01.0102 - Agribusiness/Agricultural Business Operations</b></td> <td></td> </tr> <tr> <td>Minor and Name<br/><b>50.0102 - Digital Arts</b></td> <td></td> </tr> <tr> <td>Program Start Date<br/><b>May 4, 2015</b></td> <td></td> </tr> <tr> <td>Program End Date<br/><b>May 4, 2019</b></td> <td></td> </tr> </table>   | Education Level<br><b>MASTER'S</b>  | <a href="#">Edit</a>   | Major 1 and Name<br><b>50.0701 - Art/Art Studies, General</b>        |  | Major 2 and Name<br><b>01.0102 - Agribusiness/Agricultural Business Operations</b> |   | Minor and Name<br><b>50.0102 - Digital Arts</b> |   | Program Start Date<br><b>May 4, 2015</b> |   | Program End Date<br><b>May 4, 2019</b> |                                       | <b>Registration</b> <table border="1"> <tr> <td>Initial Session Start Date<br/><b>May 4, 2015</b></td> <td><a href="#">Registration</a></td> </tr> <tr> <td>Current Session End Date<br/><b>December 18, 2017</b></td> <td></td> </tr> <tr> <td>Next Session Start Date<br/><b>January 15, 2018</b></td> <td></td> </tr> <tr> <td>Length of Next Break/Vacation<br/><b>27</b></td> <td></td> </tr> <tr> <td>Last Session</td> <td></td> </tr> <tr> <td>Study/Research Abroad<br/><b>No</b></td> <td></td> </tr> <tr> <td>Thesis/Dissertation<br/><b>No</b></td> <td></td> </tr> </table> | Initial Session Start Date<br><b>May 4, 2015</b> | <a href="#">Registration</a> | Current Session End Date<br><b>December 18, 2017</b> |  | Next Session Start Date<br><b>January 15, 2018</b> |  | Length of Next Break/Vacation<br><b>27</b> |  | Last Session |  | Study/Research Abroad<br><b>No</b> |  | Thesis/Dissertation<br><b>No</b> |  |
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| Last Session   |   |  |  |  |  |   |   |   |  |   |  |                                       |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
| Study/Research Abroad<br><b>No</b>   |   |  |  |  |  |   |   |   |  |   |  |                                       |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
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| <b>English Proficiency</b> <table border="1"> <tr> <td>School Requires English Proficiency for This Program<br/><b>Yes</b></td> <td></td> </tr> <tr> <td>Student Has English Proficiency<br/><b>Yes</b></td> <td></td> </tr> </table>  |   | School Requires English Proficiency for This Program<br><b>Yes</b> |  | Student Has English Proficiency<br><b>Yes</b>  |  | <b>I-901 SEVIS Fee Payment</b> <table border="1"> <tr> <td>Transaction Type<br/><b>Payment</b></td> <td></td> </tr> <tr> <td>Transaction Date<br/><b>July 5, 2016</b></td> <td></td> </tr> <tr> <td>Transaction Amount</td> <td></td> </tr> <tr> <td>Transaction Number</td> <td></td> </tr> </table> | Transaction Type<br><b>Payment</b>              |   | Transaction Date<br><b>July 5, 2016</b>  |   | Transaction Amount                     |                                       | Transaction Number   |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
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| Transaction Amount   |   |  |  |  |  |   |   |   |  |   |  |                                       |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |
| Transaction Number   |   |  |  |  |  |   |   |   |  |   |  |                                       |  |  |                              |  |  |  |  |  |  |              |  |                                    |  |                                  |  |

2. Click **Terminate Student**. The Terminate Student page opens.

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The screenshot shows a web-based form titled "Terminate Student Record". At the top, it displays the student's name, MOLLER, ANNE, and service ID, SEVIS ID: 1111111111. Below this, there are two main sections: "Termination Reason" and "Remarks". The "Termination Reason" section contains a dropdown menu and a note: "If 'Otherwise Failing to Maintain Status', specify here:". The "Remarks" section has a larger text input field. At the bottom of the form are three buttons: "Terminate Student", "Reset Values", and "Cancel". A cursor is visible over the "Terminate Student" button.

You cannot terminate the Initial record of a student, who is requesting a change of education level, if the previous record is still Active. In this case, from the *Student Information* page you must:

- **First:** Cancel Change Education Level for the Active record.
- **Second:** Terminate the Active record.

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**View:**

[Event History](#)

[Request/Authorization Details](#)

[Transfer History](#)

[Employment Information](#)

**Actions:**

**1** [Authorize To Drop Below Full Course](#)

[Cancel Change Education Level](#)

[Corrections](#)

[Complete Program](#)

[Disciplinary Action](#)

[Extend Program](#)

**2** [Shorten Program](#)

[Terminate Student](#)

**Employment/Training:**

[Employment Authorization](#)

**Personal Information:**

Gender:  Female

Date of Birth:  April 15, 1990

Country of Birth:  SLOVAKIA

Country of Citizenship:  SLOVAKIA

Telephone Number:

**Student Information:**

Email Address:  av@gmail.com

**Overseas Employment:**

**Program Information:**

Education Level:  BACHELOR'S

Major:  14.1

Major Code:  00.00

3. Select a **Termination Reason** from the drop-down list.

- **Absent from Country for Five Months**
- **Authorized Drop Below Full Course Time Exceeded**

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#### Change of Status Withdrawn

- **Death**
- **Denied Transfer (M-1 student only)**
- **Expulsion**
- **Extension Denied**
- **Failure to Enroll**
- **Failure to Report While on OPT**
- **No Show – Manual Termination**
- **Otherwise Failing to Maintain Status:** If you select this termination reason, enter an explanation in the text box provided.
- **Suspension**
- **Transfer Student No Show**
- **Transfer Withdrawn (M-1 student only)**
- **Unauthorized Drop Below Full Course**
- **Unauthorized Employment**
- **Unauthorized Withdrawal**
- **Violation of Change of Status Requirements**

See [Student Termination Reasons Available in SEVIS to DSOs](#) in SEVIS Help Hub

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4. Enter any optional comments in the **Remarks** field. This field has a 1,000-character limit.



Comments entered in the **Remarks** field will overwrite existing remarks on page one of the printed Form I-20.

5. Click one of the following:

- **Terminate Student:** Terminates the student. A *Confirm* page opens.

### Confirm

**Are you sure you want to change the status of the student to Terminated? Once the student has been terminated you will not be able to take any action on this student or print the student's record without requesting reinstatement.**

- Click **No** to cancel the action and return to the *Student Information* page.

[Translate this page](#)[Return to View Record](#) [Print I-20](#)

- Click **Return to View Record** to view the *Student Information* page.
- Click **Print I-20** to print a copy of the student's Form I-20.
- **Reset Values:** Clears all fields on the page.
- **Cancel:** Cancels the termination action and return to the *Student Information* page.

## Manage Terminated Records

You may need to take one of the following actions on terminated SEVIS records:

- View [lists of students in terminated status or soon to be terminated:](#)
  - Students Terminated Due to Change of Status Approved

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#### ~~Terminated Status Students (in past 10 months)~~

- [Correct Termination Reason](#), if the termination reason in SEVIS is wrong.
- [Correct Student SEVIS Status](#), if the record was terminated:
  - For authorized early withdrawal and the student is returning after an absence of less than five months.
  - Incorrectly by a DSO, SEVIS, or a government official.
- Request [Reinstatement](#) if the student violated status and will try to regain status without leaving the United States.



- See 8 CFR 214.2(f)(16)(i) for F-1 eligibility criteria.
- See 8 CFR 214.2(m)(16)(i) for M-1 eligibility criteria.



See the [Reinstatement](#) article.

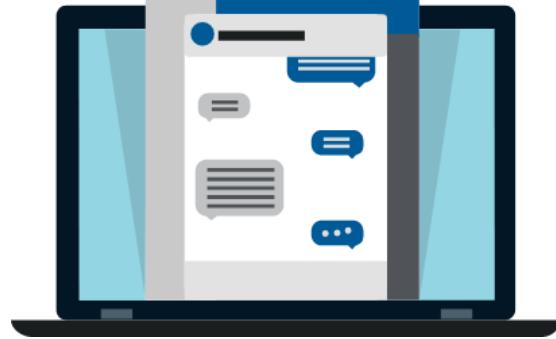
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Regaining status through travel will restart that student's F-1 or M-1 status and benefits clock over again.



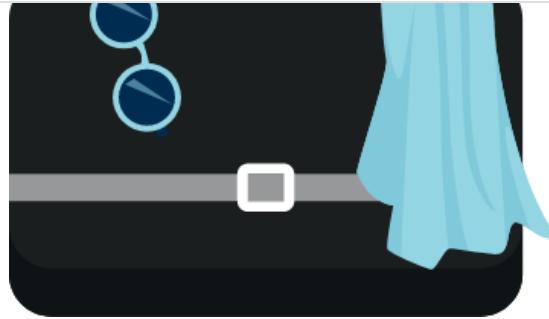
**Note:** You must create a new SEVIS record, and the student must pay the I 901 SEVIS fee again.

## WHAT'S NEW

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Visit the tool on the Study in the States Facebook page to learn how to become an F or M international student in the United States.

[Read more on the blog](#)

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## Employment

While employed this summer, make sure you have all the relevant information on maintaining your student status, and the steps you must take before returning to school.

[Read more on the blog](#)

## ICON GUIDE

See the [SEVIS Help Icons](#) on the SEVIS Help Hub for a quick-reference of the icons used in this user guide.

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# CONTACT US

[Translate this page](#)[SEVP@ice.dhs.gov](mailto:SEVP@ice.dhs.gov)

ICE Tip Line

[1-866-DHS-2-ICE](tel:1-866-DHS-2-ICE)

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Please provide feedback on this page.

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